



Homeland Security
and Emergency Services

DHSES Virtual Workshop: Nonprofit Programs

**All participants will be muted upon entry and throughout the webinar.
Please use the “Chat” function to ask a question.**

February 11, 2021

Agenda

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Nonprofit Programs

DHSES Manages Two (2) Grant Programs Eligible to Nonprofit Organizations:

- Both are focused on security enhancements for nonprofit facilities

State-funded:

- **Securing Communities Against Hate Crimes Grant Program (SCAHC)**

Federally-funded:

- **Nonprofit Security Grant Program (NSGP)**



Securing Communities Against Hate Crimes (SCAHC)

Overview

- Committed to ensuring the safety and equal treatment of all New Yorkers, the Securing Communities Against Hate Crimes Program is designed to boost safety and security at New York's nonprofit organizations at risk of hate crimes or attacks because of their ideology, beliefs or mission
- Implemented in 2017 as an initiative of Governor Cuomo
- Supports physical security enhancements and training for eligible nonprofit organizations

Securing Communities Against Hate Crimes (SCAHC)

Funding to Date

- **SFY 2017:**
 - \$25 million available
 - \$14,844,297 awarded to 305 facilities
- **SFY 2018:**
 - \$10,155,703 awarded to 207 facilities
- **SFY 2019-2020:**
 - \$45 million available
 - Applications are currently under review to determine awards

Securing Communities Against Hate Crimes (SCAHC)

Future Funding Opportunities

- The NYS SFY 2021 Enacted Budget includes \$25 million for another round of SCAHC funding in the Division of Criminal Justice Services' (DCJS) budget. This has not been released yet.

Nonprofit Security Grant Program (NSGP)

Nonprofit Security Grant Program (NSGP)

Overview

- Federal Funds – Made available through U.S. Department of Homeland Security / Federal Emergency Management Agency (DHS/FEMA)
- Provides support for target hardening & other physical security enhancements and activities to nonprofit organizations that are at high risk of a terrorist attack
- DHSES is the State Administrative Agency (SAA), meaning we submit the final application package to FEMA on behalf of all nonprofit applicants who submitted their applications to DHSES
 - Applicants must submit to DHSES, which operates as the SAA; Applications should not be submitted to FEMA directly
- Period of Performance: Up to 36 months (subject to change for FY2021)
- Grant contracts are reimbursement-based



Nonprofit Security Grant Program (NSGP)

Overview (continued)

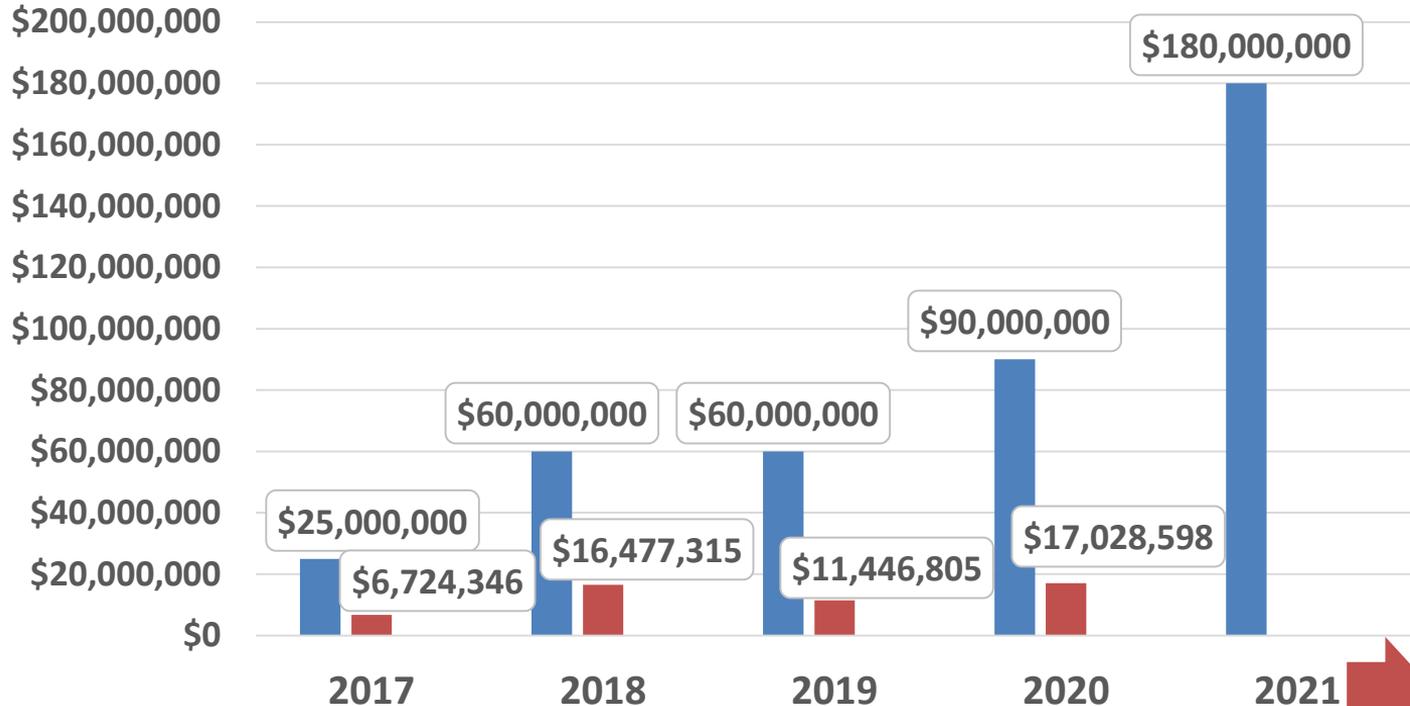
Two funding sources:

- **NSGP – Urban Area (NSGP-UA)** provides funding to facilities located in a federally-designated urban area*
 - FY2020: \$50 million available nationally
 - FY2021: \$90 million available nationally
- **NSGP – State (NSGP-S)** provides funding to facilities located outside of federally-designated urban areas
 - FY2020: \$40 million available nationally
 - FY2021: \$90 million available nationally

*NYS currently has one designated urban area, the New York City area, which includes all 5 NYC boroughs, Nassau County, Suffolk County and Westchester County. Please note that federally-designated urban areas are subject to change for FY2021.



NSGP Funding Trends (2017-2021)



2021 NYS allocation TBD

■ Available Nationally ■ Awarded to NYS

Nonprofit Security Grant Program (NSGP)

Eligibility*

To be considered for funding, eligible nonprofit organizations must:

- Be described under section 501(c)(3) of the Internal Revenue Code of 1986 and exempt from tax under section 501(a) of such Code.
- Demonstrate, through the application, that the organization is at **high risk of a terrorist attack**.
- Be registered, have recently applied for registration, or be exempt from registering with the NYS Attorney General's Office Charities Bureau https://www.charitiesnys.com/charities_new.html.

*These were FY2020 eligibility criteria. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Eligibility* (continued)

To be considered for funding, eligible nonprofit organizations must:

- Provide a current and valid DUNS number with the application. Applicants can receive a DUNS number at no cost by calling the dedicated toll-free DUNS number request line at (866) 705-5711.
- Be prequalified, through New York State Grants Management prior to application submission. <https://grantsmanagement.ny.gov/get-prequalified>.

*These were FY2020 eligibility criteria. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Prequalification

- Prior to submitting an application, all organizations are **required** to prequalify with New York State Grants Management at <https://grantsmanagement.ny.gov/get-prequalified>. You must have a status of “Document Vault Prequalified,” “Document Vault Prequalified/Open” or “Document Vault Prequalified/In Review”. Document vaults with any of the following statuses: “Document Vault Initialized,” “Modifications Required,” “In Review” and “Expired” are **not** eligible and will not be accepted.
- Prequalification is a statewide process designed to facilitate prompt contracting with nonprofit organizations. Nonprofit organizations will be asked to submit commonly requested documents, and answer frequently asked questions, once. Organizations will submit their responses online in New York State Grants Management, and all information will be stored in a virtual, secured vault. In addition, an electronic vault will permit critical documents to be submitted and stored electronically to be used by all State agencies reviewing grants.

Nonprofit Security Grant Program (NSGP)

Prequalification (continued)

Below is a summary of the steps that must be undertaken in order for you to prequalify:

- Go to the Grants Management website at (<https://grantsmanagement.ny.gov/register-your-organization>) and download a copy of the Registration Form. Please review the instructions for submission of this form. The registration form must be signed and notarized and E-mailed to Grantsreform@its.ny.gov along with a copy of your organizational chart that shows, at a minimum, the top three levels of your organization. The form also requires your 10 digit Statewide Financial System (SFS) Vendor ID Number. If your organization does not have an SFS Vendor ID Number you must submit a completed Substitute W-9 Form along with the Registration Form. The Substitute W-9 Form can be found on the Grants Gateway website (<https://grantsmanagement.ny.gov/system/files/documents/2018/09/subw9.pdf>). Incomplete forms or missing documentation will hold up your registration process.
- Upon submission of your Registration Form, you will be emailed a User ID allowing you to gain access to the Grants Gateway. Log into the Gateway System and begin your prequalification application.



Nonprofit Security Grant Program (NSGP)

Prequalification (continued)

Below is a summary of the steps that must be undertaken in order for you to prequalify:

- Organizations that have already submitted registration materials and received their user credentials can begin to upload documents into the Document Vault and answer questions to complete their online prequalification application.
- As you fill out the prequalification application, please refer to the Gateway Training Materials and resource links posted on the Grants Management website to help you navigate through the process at <https://grantsmanagement.ny.gov/resources-grant-applicants>. If you still have questions, please contact the Grants Management office at grantsgateway@its.ny.gov and someone will get back to you with a response.
- Once you have completed your document vault (answered all the questions and uploaded all the required documents), you will need to submit your document vault for review.



Questions?

Nonprofit Security Grant Program (NSGP)

Permissible Costs*

- Physical security enhancement **equipment** including but not limited to:
 - CCTV
 - Door hardening
 - Alarms
 - Perimeter lighting
 - Access control
 - Perimeter fencing/barriers/bollards
 - Blast resistant film/shatter resistant glass
- Refer to the Authorized Equipment List (AEL):
 - Section 14: Physical Security Enhancement Equipment
 - Section 15: Inspection and Screening Systems
 - <https://www.fema.gov/grants/guidance-tools/authorized-equipment-list>

*These were FY2020 permissible costs. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Permissible Costs (continued)*

- **Planning costs** related to the protection of the facility and the people within the facility.

Examples include:

- Development and enhancement of security plans and protocols
- Development of further strengthening of security assessments
- Emergency contingency plans
- Evacuation/Shelter-in-place plans
- Other project planning activities with prior approval from FEMA



*These were FY2020 permissible costs. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Permissible Costs (continued)*

- **Training** conducted using NSGP funds must address a specific threat and/or vulnerability, as identified in the nonprofit's Investment Justification. Training should provide the opportunity to demonstrate and validate skills learned, as well as to identify any gaps in these skills. The Training curriculum must be pre-approved by DHSES.

Training costs include:

- Employed or volunteer security staff to attend security related training within the United States;
- Employed or volunteer staff to attend security related training within the United States with the intent of training other employees or members/congregants upon completing the training (i.e., "train-the-trainer" type courses);
- Nonprofit organizations' employees, or members/congregants to receive on-site security training.

*These were FY2020 permissible costs. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Permissible Costs* (continued)

- **Exercises:**
 - Includes costs related to planning, meeting space and other meeting costs, facilitation costs, materials and supplies, and documentation. Security-related exercises afford organizations the opportunity to validate plans and procedures, evaluate capabilities, and assess progress toward meeting capability targets in a controlled, low-risk setting.
- **Contracted Security Personnel:**
 - Grantees may not use NSGP funds to hire full or part-time employees that will be placed on a nonprofit's payroll.
- **Management and Administration (M&A):**
 - Limited to: hiring of full-time or part-time staff or contractors/consultants responsible for activities relating to the management and administration of NSGP funds or meeting-related expenses directly related to M&A of NSGP funds.

*These were FY2020 permissible costs. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Costs Not Permissible*

- Organization/General use costs and operational overtime costs
- Purchase of equipment for contracted security personnel
- Hiring of public safety personnel
- Overtime/backfill costs
- Initiatives that do not address the implementation of programs/initiatives to build prevention and protection-focused capabilities directed at identified facilities and/or the surrounding communities
- The development of risk/vulnerability assessment models
- Initiatives that fund risk or vulnerability security assessments or the development of the Investment Justification
- Initiatives in which federal agencies are the beneficiary or that enhance federal property
- Initiatives that duplicate capabilities being provided by the federal government
- Reimbursement of pre-award security expenses



*These were FY2020 non-permissible costs. They could change for FY2021.



Questions?

Nonprofit Security Grant Program (NSGP)

Required Application Submissions*

- Applications must be submitted via the automated DHSES E-Grants System
 - Users must be registered with an assigned username & password
 - Registration Form: <http://www.dhSES.ny.gov/grants/forms-egrants.cfm>
 - Send completed Registration Form to: Grant.Info@dhSES.ny.gov
- Contact Information
 - Use the organization's **full legal name** – this needs to be identical throughout all application documents
 - Please provide at least two (2) different contacts
- Proposed Project Workplan Information
 - This will be provided in the E-Grants Tutorial
- Budget Request Information
- Certification to Accept the Assurances

*These were FY2020 application submission requirements. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Required Application Submissions (continued)*

The following attachments must be uploaded to your E-Grants application:

1) Investment Justification (IJ) form

- Must submit a separate E-Grants application and a separate IJ per facility
- Facilities must be occupied by the organization at the time of application

2) Status History report from Grants Gateway website showing prequalification status

3) Mission Statement of the organization

4) Up to date, facility-specific **Vulnerability/Risk Assessment** that corresponds to the facility on the IJ and in E-Grants

- The vulnerability assessment must have the facility's physical address

*These were FY2020 application submission requirements. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Vulnerability/Risk Assessment* (aka Threat Assessment, Security Survey, etc.)

- Required application submission
- Use as a framework to guide your projects and to complete your IJ
- All requested projects must be clearly reflected as security vulnerabilities in the assessment
- Projects not outlined in the vulnerability assessment will not be funded
- Ensure thorough and comprehensive identification of all vulnerabilities, not just the projects being requested now
 - Not limited to equipment!
- A separate, facility-specific assessment must be provided for each facility for which funding is requested
 - The assessment must contain the facility's physical address

* These were FY2020 vulnerability assessment details. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Vulnerability/Risk Assessment* (continued)

- FEMA does not provide guidance on vulnerability assessments, however, an incomplete/outdated assessment may affect your application score
- NEW Resource available through the Cybersecurity & Infrastructure Security Agency (CISA):
 - Faith Based Organizations Community Resources page: <https://www.cisa.gov/faith-based-organizations-houses-worship>
 - ✓ Includes a Houses of Worship Security Self-Assessment
- Local police agencies, private vendors and other community resources can also conduct vulnerability assessments; Self-assessments are an option as well
- The vulnerability assessment is a good starting point in the process- don't wait until the application period opens; those timeframes are usually very tight

* These were FY2020 vulnerability assessment details. They could change for FY2021.

Questions?

The Investment Justification (IJ) Form

Questions?

Nonprofit Security Grant Program (NSGP)



Application Evaluation Criteria - Tier 1 Review*

- Was the application submitted by **due date and time**?
- Is the application complete?
- Is the applicant prequalified in NYS Grants Management?
- Is the applicant recognized as an IRS 501(c)(3) tax-exempt status organization?
- Has the applicant obtained and provided a current and valid Dun and Brad Street Number?
- Is a copy of the Investment Justification attached to the application in the required Excel format?
- Is a copy of the mission statement attached to the application?
- Is a copy of an up to date vulnerability/risk assessment attached to the application?

*These were FY2020 application review criteria. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Application Evaluation Criteria - Tier 2 Review*

A review was conducted by the Urban Area Working Group (UAWG) and/or other relevant review panel participants in coordination with DHSES as the State Administrative Agency (SAA). This portion of the review focused on:

- **Need** – The relative need for the nonprofit organization compared to the other applicants and;
- **Impact** – The feasibility of the proposed project(s) and how effectively the proposed project(s) address the identified need.

***NOTE: Due to the competitive nature of this program, preference was given to nonprofit organizations that had not received prior years' funding. Applicants that had not received prior NSGP funding received five bonus points on their total State application score.**

* These were FY2020 application review criteria. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Application Evaluation - Scoring Criteria*:

Section within the IJ	Point Value (out of 40)
Sec I: Applicant Information	Not scored but all required information must be provided
Sec. II: Background	2 Points
Sec. III: Risk	12 Points
Sec. IV: Target Hardening	14 Points
Sec. V: Milestones	4 Points
Sec. VI: Project Management	3 Points
Sec. VII: Impact	5 Points
Funding History	Previously unfunded organizations under NSGP were awarded five (5) Bonus Points

* These were FY2020 scoring criteria. They could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Federal Selection/Awards*

- Following SAA/UAWG review, applications were ranked by SAA/UAWG score and sent to FEMA for final federal review
- **Final Score – Determined by FEMA:** To calculate an application's final score, the sum of the applicant's SAA/UAWG score and the average of the federal reviewers' scores was multiplied:
 - By a factor of three (3) for nonprofit groups that are at a high risk of terrorist attacks due to their ideology, beliefs, or mission;
 - By a factor of two (2) for medical and educational institutions; and
 - By a factor of one (1) for all other nonprofit organizations.

*This was the FY2020 federal selection process. It could change for FY2021.



Nonprofit Security Grant Program (NSGP)

Federal Selection/Awards

- FEMA makes final award decisions and sends awards list to DHSES
 - DHSES issues Award/Regret Letters to all applicants
- Awardees will be assigned a contract representative to guide them through the contracting process
- Unfunded applicants are encouraged to reach out to DHSES for feedback on how their application could be more competitive in the future
 - Feedback provided pertains to how DHSES/UAWG scored the applications, **not** the FEMA decision process



Nonprofit Security Grant Program (NSGP)

Helpful Tips

- **Start now!**
 - Get registered in E-Grants
 - Obtain a DUNS Number
 - Get Prequalified in the Grants Gateway/ensure Prequal status is current
 - Register (unless exempt) with the NYS Attorney General's Office Charities Bureau
 - Make sure your vulnerability assessment is up to date
- Read the entire Request for Applications (RFA)
- Follow the E-Grants Tutorial
- Ensure all attachments are complete and readable
- Do not password-protect any attachments
- Use of a Microsoft platform (not Macintosh/Apple) is recommended due to compatibility with the Excel-based Investment Justification (IJ) form



Nonprofit Security Grant Program (NSGP)

Helpful Tips (continued)

- For each requested facility/building, the applicant must provide:
 - A separate E-Grants application
 - A separate facility-specific Investment Justification
 - A separate facility-specific Vulnerability/Risk Assessment to include the facility's address
- The application cap for 2020 was \$100,000
 - Organizations could apply for multiple sites, but the total per organization may not exceed the application cap.
 - The application cap is subject to change for 2021



Questions?

THANK YOU!

DHSES Grants Program Administration (GPA)

Grants Hotline: 866-837-9133

E-Mail: Grant.Info@dhses.ny.gov

Website: www.dhses.ny.gov

